

City of Gulfport

REQUEST FOR STATEMENT OF QUALIFICATIONS

For conducting environmental assessments and remediations

The City of Gulfport ("City") hereby solicits written Statements of Qualifications (SOQ) from professional environmental consulting firms interested in contracting with the City to perform grant management activities, environmental assessments, remediation, and related activities associated with the recently EPA-awarded Brownfield Community-wide Assessment Grant. This is Federal Brownfield funding and will require adherence to the conditions required for its use.

All proposals must be received in the Purchasing Office of the City of Gulfport, 1410 24th Avenue, Gulfport, MS 39501, no later than **2:00 o'clock p.m. August 18, 2011** after which time they will be referred to the Selection Committee. An original and five (5) copies of each proposal shall be submitted.

The Selection Committee will review each proposal, select a qualified firm and make a recommendation for employment to the Mayor and City Council. All proposals for Request for Qualifications for Conducting Environmental Assessments and Remediations shall be submitted in a sealed envelope clearly identified with the following information: **Name of Firm or Individual; Request for Qualifications for Conducting Environmental Assessments and Remediations.**

A written contract may be awarded to the individual/firm whose Qualifications Statement is determined by the committee to be the most advantageous to the City

The City reserves the right to reject any and all proposals or to waive any informality. The City of Gulfport is an equal opportunity employer.

The firm selected will be eligible to negotiate a contract with the City. No minimum order or work is guaranteed. If the selected firm is unsuccessful in negotiating a contract or does not maintain the minimum requirements, the City, at its discretion, may select the next ranked firm for contract negotiation. All work will be ordered on an "as-needed" basis. Though the federal Brownfield Grant funding is for a three year period, the selected firm will be eligible for contract negotiation for up to five (5) years with optional years at the City's discretion.

The minimum requirements, which must be satisfied on or before August 18, 2011 and maintained for the duration of a contract with the City, for an applicant to be considered, are:

1. The applicant must be a "Brownfield Consulting Firm" that has been approved by the Mississippi Commission on Environmental Quality (MCEQ);
2. The applicant must submit six copies, signed by an authorized representative of the applicant, of the SOQ on or before the time and date specified below; and
3. The applicant must not submit an SOQ that exceeds twenty (20) pages (includes every printed page except front and back cover and transmittal letter); and
4. The applicant must submit on a CD and in PDF format example final work product which includes:
 - (a) One (1) Phase I Environmental Site Assessment that meets EPA's "All Appropriate Inquiry" Standard and has been completed by the firm within the last two (2) years; and
 - (b) One Quality Assurance Project Plan (QAPP) that has been approved by the State environmental regulatory agency and/or EPA for a Brownfield site and has been completed by the firm within the last two (2) years.

Applicants that do not comply with these minimum requirements and/or do not satisfactorily document in the SOQ that they meet the minimum requirements will not be considered. Selection of the Firm, in addition to the minimum requirements, will be based on the following rating criteria:

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| (1) | EPA Brownfield Grant management experience | 50 points |
| (2) | Brownfield environmental assessment & remediation experience of key personnel | 50 points |

Section 3 Requirement

Section 3 of the Housing and Urban Development Act of 1968 requires that the City and contractors participating in CDBG projects give opportunities for job training and employment to lower income residents of the Section 3 area. Section 3 also requires that “to the maximum extent feasible” contracts for work in connection with Section 3 covered projects be awarded to business concerns that are located in or owned in substantial part by persons residing in the Section 3 area.

Request for Qualifications packages may be obtained at the Procurement Office, 1410 24th Avenue, Gulfport, MS 39501. All inquiries should be directed in writing to Procurement Manager, at same address or via e-mail at cdebenport@gulfport-ms.gov, no later than seven (7) days prior to the opening date of the proposal.

Publish Dates: 07-12-11
07-19-11

Send invoice and proof of publication to:

Connie Debenport
1410 24th Avenue
Gulfport, MS 39501